

AMS/FAST CHANGE REQUEST (CR) COVERSHEET

Change Request Number: 23-44

Date Received: March 16, 2023

Title: Congressional Distribution List Update

Initiator Name: Erick Martinez

Initiator Organization Name / Routing Code: Procurement Policy Branch, AAP-110

Initiator Phone: 405-954-7818

ASAG Member Name: Monica Rheinhardt

ASAG Member Phone: 202-267-1441

Policy and Guidance: (Please check only one box)

- | | |
|---|--|
| <input type="checkbox"/> Policy | <input type="checkbox"/> Procurement Tools and Resources |
| <input type="checkbox"/> Guidance | <input type="checkbox"/> Real Property Templates and Samples |
| <input type="checkbox"/> Procurement Samples | <input type="checkbox"/> Procurement Clauses |
| <input checked="" type="checkbox"/> Procurement Templates | <input type="checkbox"/> Real Property Clauses |
| <input type="checkbox"/> Procurement Forms | <input type="checkbox"/> Other Tools and Resources |
| <input type="checkbox"/> Procurement Checklists | |

Summary of Change: Provide changes/update personnel to Congressional Distribution List.

Reason for Change:

The reason for the change is to revise the Congressional Distribution List due to personnel changes. The change will provide all acquisition personnel with accurate information for notification for awards in accordance with Procurement Guidance T3.13.1 A 3.

Development, Review, and Concurrence: AAP-110, AAQ

Target Audience: FAA Acquisition Workforce

Briefing Planned: No.

ASAG Responsibilities: None.

Section / Text Location: AMS Procurement Policy & Guidance - Procurement Templates

The redline version must be a comparison with the current published FAST version.

☒ I confirm I used the latest published version to create this change / redline

or

☐ This is new content

Links: <https://fast.faa.gov/docs/congressional.docx>

Attachments: Redline and final documents.

Other Files: N/A.